

**Minutes of the Criminal Justice Information Sharing Board Meeting**  
**Wednesday, July 18, 2007, 1:00 pm CDT**  
**Information Technology Department, Room 103**  
**Bismarck, North Dakota 58502**

**Call to Order:** The meeting was called to order by Lisa Feldner.

**Board Members present:** Lisa Feldner - Information Technology Department; Tom Trenbeath – Office of Attorney General; Chief Justice Gerald VandeWalle

**Others present:** Pam Schafer – CJIS Director; Nancy Walz – Information Technology Department;

**Members Absent:** Jerry Kemmet – Chair, CJIS Executive Committee (BCI)

## **Agenda**

---

**Topic:** Approve prior CJIS Board Meeting minutes

**Discussion:**

Motion to approve June 27, 2007 meeting minutes by Tom Trenbeath; Second by Chief Justice Gerald VandeWalle; Unanimous Approval.

---

**Topic:** Director's Evaluation

**Discussion:**

Pam's evaluation was presented.

---

**Topic:** Status Report

**Discussion:**

Status of the CJIS program was given on the financial aspects of this biennium's projects. Pam has met with Kurt on the Courts projects and reported that with the UCIS undertaking that may affect those projects.  
<http://www.nd.gov/cjis/Committees/Executive.htm>

BPD Integration Project (Subset of Big 4 Integration) – The solution of providing a file to be ftp's to CJIS that would get indexed into the CJIS Hub portal was presented with a project cost for each agency at approximately 16,000 or \$64,000 total for the Big 4 Integration project.

Chief Justice Vandewalle moved that CJIS pick up the cost of the big 4 integration solution #1 with the caveat that there are no objections from the Executive Committee. Seconded by Tom Trenbeath. Motion carried.

---

**Topic:** CJIS IT Architect Position

**Discussion:**

CJIS Architect posted with a closing of Friday, July 20th. There is one applicant at this time.

---

**Topic:** MOU

**Discussion:**

Pam distributed a revised document with the changes noted in color. Tom Trenbeath visited the Northbrook Mall location. He felt the mall location was very nice however it was too far removed from the criminal justice community and referenced the comments from Pam's evaluation as evidence. Tom handed out a proposed office space to be renovated for CJIS in the BCI facility. The location discussion was tabled for now as the Chief and the CIO have not seen the proposed location. Tom is researching the background check information for the document.

---

**Topic:** Board Meeting

**Discussion:**

The next board meeting will be arranged during the 3<sup>rd</sup> week of August depending on schedules.

---

**Meeting was adjourned at 3:20 p.m.**